



Transmission Business Line (TBL)

Reservation Procedure

OASIS Reservation Submittal Profiling Requirements, Version 2

Posted: August 24, 2004

This document outlines the procedure that transmission customers must follow to profile when submitting an OASIS request for service of 6 days or longer.

All Transmission Customer reservations are subject to TBL's current Open Access Transmission Tariff and Transmission and Ancillary Service Rates.

Current rates are posted on the TBL Rates and Tariff Web page at http://www.transmission.bpa.gov/Business/Rates_and_Tariff/.

OASIS Profiling Instructions:

Customers are required to profile any reservation request for 6 days or more by doing the following:

Sign on to OASIS, then:

1. Click on 'SUBMIT Request' under Transmission Services
2. Enter all appropriate information including Sale Reference Number, Service Information, Price, Source/Sink, and POR/POD Information for 1 to 5 days.
3. If your request less than 5 days, click Submit.
If your request is greater than 5 days, click on "Edit Profile" at the top of the New Transmission Request page to open the Segment Editor to input the balance of the reservation request at the price for requests greater than 6 days.
4. Click the Reconcile Profile tab in Segment Editor, and make the following entries:
 - a. Enter the Start time for the beginning day 6.
 - b. Leave Stop time at the end of the request.
 - c. Leave the Capacity Requested (flat) the same.
 - d. Set the Bid Price for day 6 and beyond price.
5. Click the Set/Add Segment tab (this action will fill in the information in the Daily Profile Breakdown).
6. Verify that the price for the first 5 days and the price for 6 days and beyond are correct for the reservation.
7. When segments are properly identified, click on Submit to send request.

For further information, refer to:

- The Reservation and Scheduling business practice posted on the TBL Web site at http://www.transmission.bpa.gov/Business/Business_Practices/default.cfm?page=Capacity.
- The Manual Process for Short-Term Reservations and Firm Redirects And Interim Procedure for Bumping Market posted on the TBL Web site at http://www.transmission.bpa.gov/Business/Reserve_and_Schedule_Transmission/pan dp.cfm.

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